

**MINUTES**  
**TRANSPORTATION ASSET MANAGEMENT COUNCIL**  
**June 4, 2003**  
**Kent County Road Commission**  
**Grand Rapids, Michigan**

Meeting noticed in accordance with Open Meetings Act, Public Act 267 of 1976.

**Present**

Carmine Palombo, Chairman  
John Elsinga, Member  
John Kolessar, Member  
Steve Warren, Member  
Aaron Hopper, Member

Thomas Wieczorek, Vice Chairman  
Susan Mortel, Member  
Kirk Steudle, Member  
Richard Deuell, Member  
Pat Lockwood, Commission Advisor

**Absent**

Bill McEntee, Member

**Staff Present**

Rick Lilly, Bureau of Transportation Planning  
Zoe Lorca, Bureau of Transportation Planning  
Ron Vibbert, Bureau of Transportation Planning

**Call to Order**

Chairman Palombo called the meeting to order at 1:05 p.m. in the Commission Room of the Kent County Road Commission

**Approval of the May 7, 2003, Council Minutes**

Rick Lilly noted that there was a correction to the May minutes. Members present should have included Aaron Hopper. Steve Warren moved approval of the minutes as amended; supported by Richard Deuell. Minutes were approved as amended.

**Correspondence and Announcements**

Pat Lockwood presented draft copies of the Michigan Department of Transportation's Five Year Road & Bridge Program to the Council. She also announced that a "Transportation Summit" was going to be held in December. She asked Kirk Steudle to discuss more about this effort. Mr. Steudle indicated that the Summit would be held in Lansing on December 3 and 4 at the Lansing Center. It will bring transportation partners together to discuss the top 10 issues facing transportation in the years to come. Chairman Palombo noted that this was something that the Council should take an active interest in and that the

Council's regular monthly meeting for December was on the 3<sup>rd</sup>. He indicated that the Council might want to consider having their meeting in the evening that day.

Ms. Lockwood also reiterated that Commissioner Baillod, when he became a member of the State Transportation Commission had signed a letter acknowledging his association with Michigan Technological University and that this letter was on file in the Commission Office.

Mr. Lilly noted that they had received the latest version of RoadSoft Roundup, a newsletter that goes to all users of RoadSoft. In the version there was a discussion of the Council and their web site.

### **Monthly Report**

Mr. Lilly indicated that there was no written report for the month of May. He presented the Council with an updated version of the work plan chart and noted that with the exception of the development of a procedures manual everything was on schedule.

### **Revision of the MPO/RPA Budgets**

Mr. Lilly told the Council that the adopted budget for the activities to be undertaken by the metropolitan planning organizations and regional planning agencies needed to be revised. It had come to staff's attention that when the numbers were grouped into regions, Grand Traverse County and Genesee County had mistakenly been placed in the others regions. Mr. Wieczorek moved for approval of the new budget figures and Mr. Steudle supported. Mr. Warren asked if there was any change to the bottom line totals. Mr. Lilly indicated that there were not just to individual agencies. Mr. Kolessar requested that in future documents dates be added to distinguish different versions. The motion was approved unanimously.

### **Outline for Procedures Manual**

Mr. Lilly provided the Council with an outline of what will be contained in the Procedures Manual. He went over the outline in detail. Mr. Lilly indicated that these manuals would be given to the MPOs and Regional Planning Agencies and it would be their responsibility to disseminate the information to the various road agencies. Mr. Warren and Chairman Palombo requested that the manual, when completed, be added to the Council's web site and that the County Road Association and the Municipal League be made aware of it so they could notify their members. Mr. Lilly indicated that before anything is finalized the Council committees would be given a chance to review the manual.

### **Proposed Training Schedule**

Mr. Lilly briefed the Council on the proposed training schedule for the upcoming data collection effort.

### **Round Table Discussion on Pavement Management**

Mr. Lilly led a panel discussion on what is pavement management and why is it so important to the asset management process. Participants included:  
Roger Belknap, Transportation Planner, Kent County Road Commission  
Bob Risser, Executive Director, Michigan Concrete Paving Association  
Dan Sokolnicki, Engineer, MDOT Pavement Management Unit  
Terry McNinch, Director, Transportation Development Group, Michigan Tech  
Patrick Allen, Engineer, MDOT Asset Management Section

Gary Naeyert, Michigan Road Builders Association was invited but did not attend.

A detailed version of this discussion of the panel will be forthcoming.

### **Public Comment**

Member Hopper expressed his thanks to the staff and panel members for the discussion on pavement management.

The meeting was adjourned at 3:45 p.m.

There will be no meeting of the Council in the month of July. The next meeting will be at 1:00 p.m., August 6, in Bay City, Michigan.

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Pat Lockwood, Commission Advisor